

Request for Qualifications for
Sangamon County Atrium Art
Springfield, Illinois
Publication Date: September 5, 2023

Call to Artists

Sangamon County is pleased to announce a Request for Qualifications (RFQ) to professional artists or firms to create permanent original art or installations for a sculpture or piece of art that will be located indoors in a new atrium/lobby space in the Sangamon County building located in Springfield, Illinois. The county and advisory committee is interested in applications from artists who specialize in sculpture/art that could either be installed on the floor in the space or hung from the ceiling.

This RFQ will be processed in two phases. Phase I will include collecting applications from qualified, interested artists. An advisory committee will score and choose artists from that pool who will be invited to advance to the next phase. In Phase II, the selected artists will be invited to submit a concept, budget and other information for the space for a stipend. The advisory committee will then select the finalist and concept to recommend for final approval to the Sangamon County Building and Grounds Committee and the Sangamon County Board.

The artist and county will agree to the budget and installation timeline in the final contract.

Application Deadline: **Tuesday, October 31, 2023**
Noon (central)
***Application before the deadline is encouraged.**

Eligibility

These public art commissions are open to all professional artists, artisans, artist-led teams and firms.

- An artist/artisan/firm is defined as a skilled practitioner who generates designs and concepts for creative works that reflect form, beauty and aesthetic perception.
- Subcontractors may be used and are defined as those providing technical implementation such as construction, fabrication and/or assembly for portions or all of a finished product under direct supervision and control of an artist.
- No county employees, elected officials or members of their immediate families who are living in their households are eligible to apply.

Project Summary

As part of a major renovation project at the Sangamon County Building, a new atrium will be built to serve as the new entrance for county employees, county residents and those who seek the [services](#) that are offered in the in the Sangamon County building. This space will connect to the planned Springfield-Sangamon County Transportation Hub ([The Hub](#)).

The Sangamon County Building is currently located at 200 S. 9th Street in Springfield. The new Hub will be built next door and will connect to the county building through the new atrium space.

Project Site

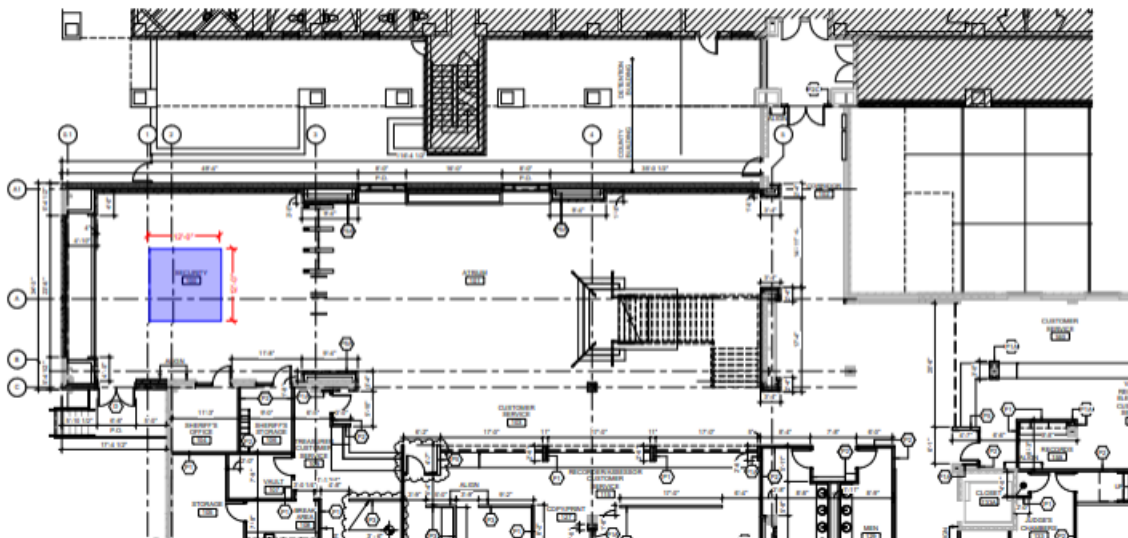
The county would like to install art in a new atrium space that will welcome employees and visitors into a newly renovated Sangamon County Building. The architects are recommending that the art piece that is placed on the floor is no wider than 12'X12' and not taller than 12'8". If the sculpture hangs from the ceiling, it recommends the same dimensions, no wider than 12'X12' and it shouldn't hang lower than 12'8" from the ceiling (images below).

[Click here to view a video rendering of a walkthrough of the space.](#) The viewer will see a red rectangle on the floor of the space and on the ceiling where the advisory committee is exploring to place art.

The committee wants the artist to be aware of some other considerations in this space including:

1. Hundreds of county employees and Sangamon County residents will be walking by the art each day and there needs to be appropriate space on all sides of the art so that people can easily walk around it/under it to get where they need to go without creating congestion before the visitors go through security lines.
2. The art will be able to be seen from all sides including from the front, back, sides and even from an elevated view if a person is standing on the second floor looking into the atrium.
3. County security has been interested in a way for the piece of art to be placed on a pedestal or suspended above as a way that security personnel could take shelter behind it in case of emergency.

Below is an image of the first-floor atrium space that connects the Hub to the County Building. The blue square indicates the approximate place where the art would be installed.



Below is a rendering of the atrium space. From this vantage point, the viewer is standing in the Hub space looking south into the new atrium space. The image shows the dimensions of the space and the architect's recommendation regarding the maximum width (12'X12') and height (12'8") the piece of art could be if it was placed on the ground.



Below is a rendering of the atrium space. From this vantage point, the viewer is standing in the Hub space looking south into the new atrium space. The image shows the dimensions of the space and the architect's recommendation re: the maximum width (12'X12') and height (12'8") the piece of art could be if it was hung from the ceiling.



Artist Objectives and Goals

At this time, the committee has no preferred theme, media or format and does not wish artists to be limited to content that relates explicitly to the function or programming of the building. It is not interested in a fountain at this time.

All artwork must meet the ADA and Illinois Accessibility Code requirements for protruding objects in the circulation path.

- ADA Requirement. <https://www.access-board.gov/ada/guides/chapter-3-protruding-objects/>
- IAC Requirement-Chapter 4. <https://cdb.illinois.gov/content/dam/soi/en/web/cdb/business/library/documents/2018-illinois-accessibility-code.pdf>

Selection Process

Sangamon County is utilizing an advisory committee comprised of community members and stakeholders to make recommendations to the Sangamon County Building and Grounds Committee and the Sangamon County Board. The committee will consider all the items that are included in the application packet when forming its recommendations.

Phase I

The advisory committee will select a limited number of artists from the pool of eligible artists/teams established by this RFQ. Each artist/team selected to move to Phase II will be paid a total stipend of \$1,500 for each concept with additional information he or she is asked to submit and present to the committee later this year.

DO NOT SEND A CONCEPT PROPOSAL IN PHASE I, only the information requested in the “How to Apply” section below.

Phase II

After the committee receives the concepts with relevant information from the finalists, the advisory committee will review the concepts and all the information submitted with the concept to make a final recommendation to the county committee and full county board.

The installation of the art will be complete by the summer of 2025.

Budget Details

As part of Phase II, the advisory committee will seek concepts and proposals that include a budget that will cover all expenses associated with, but not limited, to the project design, labor, fabrication, project management, materials, tools, contracted services, operations and meetings and travel required to complete the artwork plus installation, related permits, licenses, taxes and insurance and transportation and delivery of the work to the site, as well as documentation of the completed project. Any expense that exceeds the contracted amount will be the artists' responsibility.

The final cost of the art will be agreed upon and included in a written contract before work commences.

The artist is responsible for working with the project manager, the using agency and other relevant partners to oversee all aspects of the art installation.

Artist(s) Scope of Work and Timeline

The artist will be expected to work throughout this project with an atrium advisory committee who will be making final recommendations to the Buildings and Grounds Committee and the Sangamon County Board.

RFQ Posted	Tuesday, September 5, 2023
Questions re: RFQ Due	September 22, 2023
Q&A posted on website	September 29, 2023
RFQ applications due	Tuesday, October 31, 2023
Finalist pool selected	By end of November 2023
Preproposal phone call	By December 15
Design proposals created	December 2023- January 2024
Final selection	By end of February 2024
Winner notified	By end of March 2024
Work begins	After contract is finalized
Final installation	By summer 2025
Artist to attend opening event	Summer 2025

*Timeline subject to change.

Intellectual Property Rights

Any original work(s) submitted for review by the committee in consideration of payment of the stipend shall become property of Sangamon County together with any related intellectual property rights applicable to the submitted work(s). All such intellectual property rights shall vest with Sangamon County immediately upon submission. All intellectual property rights in the work or works ultimately selected by the committee shall be the exclusive property of Sangamon County.

Legal Agreement

Sangamon County reserves the right to alter any aspect of the selection process or overall project in any way for its own convenience at any time. This Request for Qualifications does not constitute either an expressed or implied contract and its provisions are subject to change.

How to Apply

To apply for this project, please submit the following documents with relevant information in one PDF, in this order:

A. Letter of Intent that includes:

1. The project name – indicating what type of medium you specialize in and intend to work with for this project.
2. Your name and the name of your team members, if applying as a team
3. Your most current contact information including address, telephone number and e-mail address
4. The reasons you are qualified to be selected for this project.

5. Experience with collaborative projects where community helps work on final product.
6. Any connections to Sangamon County or Illinois.

B. Resume(s) for lead artist and any other team members.

C. Artist Statement, Goals and Objectives (2 pages maximum)

1. If the submission is on behalf of a team, please identify the lead artist and indicate if the individuals have previously collaborated and the nature of the collaboration.
2. If the artist or artist team has worked with not-for profit organizations, local governments, state agencies or other similar groups, please indicate which entity you worked with and a short description of the project.
3. Indicate what the artists/team's goals and objectives would be for this space.
4. Include any ideas *in narrative form* for themes/ideas to be considered for this space.
5. Include a budget range for the idea you would like to pursue.

E. Up to five images of relevant, past work. Please provide the images in the following format:

- One image per page that includes the title, media, dimensions, location, brief description, date of the work, project budget, and project partners, if applicable.

F. References of at least three professionals (commissioning agency or organization, design or arts professional, architect, landscape architect, engineer, etc.) who have detailed knowledge of your work and working methods. Include contact name, complete address, telephone number and email for each reference.

G. Optional: One page of additional support material, including links to press clippings or other relevant information on past projects.

Further instructions for information required for Phase II will be shared with applicants if they are chosen as a finalist for the project.

Please note:

- Send application materials in one PDF document including the requested information in the order it was requested above. Do not send a PowerPoint presentation.
- Do not send design proposals as part of Phase I.
- All submittals become property of Sangamon County and will not be returned. Submissions may be presented for public viewing. The artist retains copyright.

How, When and Where to Submit:

Interested artists' applications must be received no later than Tuesday, October 31, 2023 at noon. We will not accept any proposals submitted after this date and time.

Application materials may be delivered by:

- E-mail to sangamoncountyprocurement@kindconsulting.org.

If you have any questions about this RFQ, please e-mail them to the address listed above by September 22, 2023. All the questions will be gathered from applicants, answered and posted them to the [Sangamon County website](#) no later than September 29, 2023.

Get to know Sangamon County and Springfield, Illinois:

<https://co.sangamon.il.us>

<https://www.visitspringfieldillinois.com>